

TOWN OF VERNON



Office of the Mayor

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RISK MANAGEMENT ADVISORY COMMITTEE SPECIAL MEETING

MINUTES

JUNE 11, 2019

7:00 PM

WASTERWATER TREATMENT PLANT
WINDSORVILLE ROAD
VERNON, CT

Daniel A. Champagne
Mayor

Michael J. Purcaro
Town Administrator

Dawn R. Maselek
Assistant Town Administrator

RECEIVED
VERNON TOWN CLERK
JUN -5 AM 8:30

The June 11, 2019 Special Meeting of the Risk Management Advisory Committee was held at the Water Pollution Control Facility, 100 Windsorville Road, Vernon, CT. The meeting was called to order at 7:15 PM and the group went on a tour of the plant with Robert Grasis, Director of the WPC. Unfortunately, the Committee did not have a quorum so the group proceeded with discussion only. The following members were present: Chairman John Morissette, Paul Jonas, Fred Padget, Others attending: Dawn Maselek, Robert Grasis, Thomasina Russell, Chris Wardrop, and Michael Purcaro. No one attended the Public Comment portion of the meeting.

No minutes were approved at this meeting, due to quorum issue.

A discussion took place relative to membership on the commission and recruiting issues. Administration will continue to look to fill the open positions.

Robert Grasis, Director of the WPCF Project was present to share an update of the project. A contractor has been selected and the contract has been signed with Methuen out of New Hampshire. DEEP has endorsed the contractor selection and a Project Manager will be assigned soon. A Building Committee has been appointed by the Town Council to guide the project. Tighe and Bond continues to work with the WPCA as the project progresses. Information relative to Builder's Risk Insurance was requested by Chairman Morissette. Robert Grasis will investigate and a special meeting of Risk Management Advisory will be scheduled for an update. A discussion took place relative to what the Builders Risk Policy would cover. Some of the areas of concern from the Director's perspective included: being able to treat to permit while under construction for the new plant; damage to existing plant functions during construction; cost over runs and change orders.

Executive Session motion was made by Chairman John Morissette seconded by Fred Padget at 8:15 PM. The Executive Session ended at 8:27PM.

The meeting ended with a short discussion on Risk Assessment and Tracking. Dawn Maselek, Assistant Town Administrator shared that a new HR Specialist has been hired. The duties of this position include but are not limited to being an investigator on a variety of topics such as works comp injuries; report writing and follow up; resident injuries and a variety of other assignments.

Topics for our next meeting in September should include an update on the WPCF and a discussion of cybersecurity.

The meeting adjourned at 8:35 PM.

Respectfully submitted,

Diane Wheelock, Recording Secretary